

FEBRUARY 16, 2016

PAULSBORO, N.J.

7:00 P.M.

WORK SESSION MEETING

Council Chamber:

Mayor Stevenson presided at a Work Session Meeting of Council held on the above date and place.

Mayor Stevenson called the meeting to order.

Borough Clerk VanScoy read the opening statement regarding the Open Public Meetings Act.

Members present were: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes (arrived at 7:12 p.m.), Councilman Holloway, Councilman Kidd.

Privilege of the Floor:

Council President Giovannitti moved and Councilman Giampola seconded to open the floor to the public. All were in favor of the motion.

Mayor Stevenson opened the floor to the public, asked anyone speaking to give their name and address and reminded everyone there was a five (5) minute time limit.

There wasn't any public participation.

Council President Giovannitti moved and Councilman Giampola seconded to close the floor to the public. All were in favor of the motion.

Councilman Kidd stated he could not be present for the proclamation for Black History Month at the last meeting and further stated Black History should be celebrated 365 days a year. He mentioned several African Americans that have been recognized such as Rosa Parks, Hattie MacDonald who won the first Grammy Award for Gone with the Wind and Patricia Bath who invented the cataract procedure.

Mayor Stevenson thanked all those who put together the Black History Program at the High School.

Mayor Stevenson asked Michael Zumpino, Triad Associates, to give a presentation on the re-habilitation of homes. Triad will be starting with the ½ built house on Swedesboro Avenue.

Michael Zumpino, Triad Associates, introduced Alex Curio of Triad Associates and they will be using the ½ built house on Swedesboro Avenue as a guinea pig to see what has to be done in the process. He further stated many properties are becoming vacant and abandoned which is a nationwide and statewide issue. He gave a presentation on the Abandoned Housing Program strategy as there is a cost in dealing with abandoned properties and where the funds would be coming from. The Borough already owns this home therefore it is in good shape. The Borough will fix this home to bring it up to specifications and then maybe subdivide the lot. He is proposing that Triad act as the Managing Agent for this property and then put it out to bid to receive proposals, finish the home and work with realtors for the cost of the home. The first step is to create the revenue to do other properties and also look for other sources of funds. The Borough will have to acquire the properties, re-habilitate the properties and sell the property.

Mayor Stevenson stated the Council is going to talk about an Abandoned Property Ordinance which allows the Borough to create a plan and have the ability to acquire the abandoned properties. This program will fit in with what the Council is going to talk about with the Ordinance.

Mayor and Council further discussed the proposal from Triad.

Mayor Stevenson questioned the time frame with this house.

Mr. Zumpino stated about six (6) months and in that time period, they will reach out to brokers.

Councilman Kidd questioned what Council Committee would this go through.

Mayor Stevenson stated it would go through both the Economic Development Committee and the Public Property Committee and Councilman Holloway is on both Committees.

Councilman Kidd stated it is the first time he is hearing of this.

R. #57.16: RESOLUTION AUTHORIZING TRIAD ASSOCIATES TO PROCEED AS THE PROJECT MANAGEMENT SERVICES FOR 1638 SWEDESBORO AVENUE PROPERTY UNDER THE EXISTING PROFESSIONAL

SERVICE AGREEMENT FOR THE BOROUGH OF PAULSBORO. Council President Giovannitti moved and Councilman Holloway seconded to adopt R. #57.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

Mayor Stevenson thanked Michael and Alex from Triad for coming to the meeting with this presentation.

Mayor Stevenson stated that Chief Marino has to leave the meeting as his son is in the hospital and therefore, Council will now hear the Chief's report.

Police Chief's Report:

Memo from Chief Vernon R. Marino regarding request for Resolution to participate in the 2016 Safe and Secure Grant. Council President Giovannitti moved and Councilman Giampola seconded to receive and file the memo. All were in favor of the motion.

R. #56.16: RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY IN A SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY. (This Resolution is passed yearly to secure partial funding of one (1) Police Officers' yearly salary.) Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #56.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

Memo from Chief Vernon R. Marino regarding recommendation to hire two (2) Full-time Police Officers. Council President Giovannitti moved and Councilman Giampola seconded to receive and file the memo. All were in favor of the motion.

Chief Marino stated Council gave him authorization to advertise to hire Full-time Police Officers which he did but did not receive any qualified applications. He has two (2) Class II Officers that will graduate from the Police Academy in March and he recommended filling the two (2) open slots with them. The first slot is to replace an officer that left and the second slot is to hire an additional officer.

Councilman Giampola stated he was aware that the Borough has budgeted for the Officer to be replaced but should wait to get the budget done to hire an additional officer. He felt the Council should hold off on both the hiring for the additional officer and the Full-time Records Clerk.

Chief Marino stated he understood but questioned if he could get approval to replace the officer. The appointment would be effective June 6th, 2016.

R. #58.16: RESOLUTION AUTHORIZING THE BOROUGH OF PAULSBORO TO EMPLOY ANTHONY PIERCE AS A PROBATIONARY POLICE OFFICER FOR THE BOROUGH OF PAULSBORO. Councilman Giampola moved and Council President Giovannitti seconded to adopt R. #58.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

Memo from Chief Vernon R. Marino requesting to move Part-time Records Clerk to Full-time.

Chief Marino asked to table the above memo until budget discussions are held.

CMFO/Acting Administrator Boyer stated she will know more next week regarding the revenues in the budget and the Department Head letters will be sent this week regarding their budget items.

Councilman Giampola informed CMFO/Acting Administrator Boyer to please go through him as the Finance Committee Chairperson and not the Mayor regarding the budget.

R. #52.16: RESOLUTION PROVIDING FOR THE TRANSFER OF FUNDS IN THE 2015 BUDGET RESERVE ACCOUNTS. Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #52.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

R. #53.16: EMERGENCY TEMPORARY RESOLUTION PRIOR TO ADOPTION OF THE BUDGET. Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #53.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

R. #54.16: RESOLUTION PROVIDING FOR THE PAYMENT OF BILLS OUT OF THE 2016 TEMPORARY BUDGET. Council President Giovannitti moved and Councilman Giampola seconded to pay all bills properly signed and adopt R. #54.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola (abstained on all Fire Department bills), Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

R. #55.16: RESOLUTION APPROVING LEGAL SERVICES AGREEMENT BETWEEN THE BOROUGH OF PAULSBORO AND MALEY & ASSOCIATES FOR SERVICES ASSOCIATED WITH A USDA FUNDED PROJECT FOR THE RECONDITIONING OF THE STANDPIPE AND INSTALLATION OF WATER METERS. (This Resolution is required to replace the Agreement with Angelini, Viniar & Freedman.) Council President Giovannitti moved and Councilman Giampola seconded to adopt R. #55.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: **Motion carried.**

SECOND READING AND PUBLIC HEARING:

O. #01.16: ORDINANCE TO AMEND PORTIONS OF CHAPTER 61, “SEWERS” AND CHAPTER 78, “WATER” OF THE BOROUGH CODE REGARDING WATER AND SEWER RATES. Council President Giovannitti moved and Councilman Giampola seconded to open the floor to the public. All were in favor of the motion.

There wasn't any public participation.

Council President Giovannitti moved and Councilman Haynes seconded to close the floor to the public. All were in favor of the motion.

Council President Giovannitti moved and Councilman Haynes seconded to adopt O. #01.16 on second and final reading. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Email from Stephen Cosaboon, Sickels & Associates, regarding Easement Agreement and offer for the Thomson Avenue project. Council President Giovannitti moved and Councilman Haynes seconded to receive and file the email. All were in favor of the motion.

Erik Biermann, Sickels & Associates, Borough Engineer, introduced Steve Cosaboon from Sickels & Associates as he has a conflict with the third Tuesday's meeting and Mr. Cosaboon may be attending on his behalf.

Borough Engineer Biermann explained the Borough will be reconstructing Thomson Avenue and the storm sewer runs through the property of Leon Manchester. There is no existing easement on this property. Last year the agreement was drafted and proposed to Mr. Manchester who is agreeable to the agreement. The cost for the permanent and temporary easement is \$9,800.00 and if the property is used past the four months, then the cost is \$400.00 per month.

Solicitor Maley stated the Borough would have to introduce an Ordinance to enter into the easement.

INTRODUCTION AND FIRST READING:

O. #02.16: ORDINANCE AUTHORIZING RIGHT OF ENTRY, TEMPORARY CONSTRUCTION EASEMENT AND PERMANENT UTILITY EASEMENT AGREEMENT FOR THOMSON AVENUE PROJECT. Council President Giovannitti moved and Councilman Giampola seconded to adopt O. #02.16 on instruction and first reading and schedule the second reading and public hearing on March 1, 2016. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Motion carried.

Mayor Stevenson discussed possibly adding a public portion at the end of the meetings. The meetings would then include two (2) public portions at the beginning of the meeting and again at the end of the meeting. He asked Council their feelings regarding the additional open portion.

Councilman Giampola he agreed with having two (2) public portions at the Regular Meeting but not at the Work Session Meetings.

Council President Giovannitti he liked the idea of two (2) public portions but at the beginning public portion, the residents would speak regarding agenda items and then open it again at the end for any general questions.

Councilman Haynes agreed with Council President Giovannitti regarding two (2) public portions.

Councilman DiTonno agreed with both Council President Giovannitti and Councilman Haynes but it might backfire.

Councilman Kidd also suggested having a public portion at the beginning and at the end of the meeting.

Councilman Holloway stated he agreed with the two (2) public portions but he felt the opposite with having the residents ask agenda questions at the end of the meeting and general questions at the beginning of the meeting.

Mayor Stevenson stated everyone was in agreement with having two (2) public portions at the beginning and at the end of the meetings and he will have more discussions and a decision at the next Work Session Meeting.

Council President Giovannitti discussed the Rental Property Ordinance, Chapter 59B. He asked Solicitor Maley to explain.

Solicitor Maley explained regarding the registration of rental property instead of the licensing of rental property.

INTRODUCTION AND FIRST READING:

O. #03.16: ORDINANCE AMENDING AND REPLACING CHAPTER 59B, “RENTAL PROPERTY” OF THE BOROUGH CODE REGARDING THE REGISTRATION AND INSPECTION OF RENTAL UNITS. Councilman Giampola moved and Council President Giovannitti seconded to adopt O. #03.16 on introduction and first reading and schedule the second reading and public hearing on March 1, 2016. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Council President Giovannitti thanked the Committee, Mr. Bender and Solicitor Maley for their combined efforts in introducing this ordinance.

Council President Giovannitti discussed the Abandoned Property Ordinance.

Solicitor Maley explained the abandoned property process is the most complicated and cumbersome process. The Ordinance is mirrored after the State statute. The Borough would designate a public officer in the Code Office to make a listing of abandoned property. Once the abandoned properties are listed then the Borough can give notice to the owners and can begin to rehabilitate the property. The Borough would give notice of the process and then go to court to get permission to go onto the property to fix it up. The property owner would have to bond the property. If the property owner doesn't do this the court can turn the property over to the town. This is under the Court's jurisdiction and takes time but puts a plan in motion.

INTRODUCTION AND FIRST READING:

O. #04.16: ORDINANCE AMENDING AND REPLACING CHAPTER 54, ARTICLE II, “PROPERTY MAINTENANCE: ABANDONED REAL PROPERTY” OF THE BOROUGH CODE REGARDING THE MAINTENANCE OF ABANDONED PROPERTIES. Council President Giovannitti moved and Councilman Giampola seconded to adopt O. #04.16 on instruction and first reading and schedule the second reading and public hearing on March 1, 2016. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

Mayor Stevenson thanked all those involved on the work on the above matter.

Council President Giovannitti thanked Code Enforcement Officer Bender for his work on the above and informed Council if anyone got a chance to stop in the Code Office to see the Community Champions program.

Council President Giovannitti discussed and recommended Code Enforcement Officer Wayne Bender attend school at Rutgers to become certified in zoning which is three (3) courses beginning 02/26/2016 at a cost of around \$2,000.00. There are times when code enforcement involves zoning issues.

Council President Giovannitti moved and Councilman Giampola seconded to approve Code Enforcement Officer to attend school to become a certified Zoning Official at a cost of around \$2,000.00.

Councilman Kidd stated the Borough has a shared service with East Greenwich Township for Zoning Official for one year and next Council will be making Mr. Bender the Zoning Official but he feels Mr. Bender has a lot on his plate and it would be too much.

Councilman Giampola stated Mr. Bender already deals with a lot of zoning issues now. There is a parallel between the code enforcement and the zoning issues.

Mayor Stevenson stated if it got to be too much, he feels Mr. Bender needs to tell Council.

All were in favor of the above motion except Councilman Kidd nayed.

Mayor Stevenson discussed the position of Fire Marshal. An Ordinance has to be introduced to go with the County in a shared service for Fire Marshal's services by March in order to meet the deadline of April 1st. At the Regular Meeting, the County will give a presentation regarding this service.

INTRODUCTION AND FIRST READING:

O. #05.16: ORDINANCE OF THE BOROUGH OF PAULSBORO AMENDING CHAPTER 34A OF THE CODE OF THE BOROUGH OF PAULSBORO ENTITLED "FIRE PREVENTION". Councilman Giampola moved and Councilman Haynes seconded to adopt O. #05.16 on introduction and first reading and schedule the second reading and public hearing on March 1, 2016.

Councilman Holloway questioned the fees involved with this service.

Councilman Giampola stated there isn't any cost to the Borough.

Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. Abstained: Councilman Giampola as he has a conflict. **Motion carried.**

R. #59.16: RESOLUTION AUTHORIZING AN EXECUTIVE SESSION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY. Councilman Giampola moved and Councilman Haynes seconded to adopt R. #59.16. Roll call: Ayes: Council President Giovannitti, Councilman DiTonno, Councilman Giampola, Councilman Haynes, Councilman Holloway, Councilman Kidd. Nays: None. **Motion carried.**

The items to be discussed in Executive Session are potential purchase of Real Estate, personnel in regards to an AFSCME Grievance and pending litigation in regards to Ruggeri vs. Borough of Paulsboro

Mayor and Council recessed the Work Session Meeting at 8:25 p.m.

Mayor and Council convened in Executive Session at 8:36 p.m.

Mayor and Council reconvened the Work Session Meeting at 9:31 p.m.

This is a brief summary of the Executive Session at the Work Session Meeting of the Mayor and Council of the Borough of Paulsboro held on February 16, 2016 and should not be considered a verbatim transcript of the meeting.

Respectfully submitted,

Kathy A. VanScoy, RMC/CMC
Borough Clerk

Gary C. Stevenson, Mayor